

## DODGE COUNTY BUILDING COMMITTEE MINUTES

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Administration Building, Room 1A, 127 East Oak Street, Juneau, WI 53039

**Date: September 9, 2014**

**Call to order:** The meeting was called to order by Chairman Mattson at 8:32 a.m. with the following members present: **Rodger Mattson, Chester Caine, Tom Nickel and Dennis Schmidt.**

Excused: **Mark Roesch**

**Also present:** Russell Freber, Director of Physical Facilities; Phillip McAleer, Asst. Director of Physical Facilities; Mary Kay Westimayer, Administrative Secretary;

**Minutes:** A motion was made by Caine and seconded by Nickel to approve the minutes of the August 6, 2014 meeting as recorded and allow the chairman to go out of order to efficiently conduct the meeting. Motion carried.

### **Administration Building**

A request was made by the finance committee to change the date of our meeting from September 3 to September 9 so that we could join their meeting for the purpose of discussing the Air Infiltration Project at the Administration Building.

We joined the finance committee in room H and viewed several pictures identifying areas of concern in this upcoming project. Discussion took place between committees and it was agreed to approach the project in two phases. Phase One would be in 2015 with the budgeted amount at \$300,000. Phase Two would be in 2016 with that amount to be determined. We would request the project begin in October/November of 2015 and be completed by March of 2016. The finance committee thanked us for taking the time to share our concerns on this project.

The committee returned to room 1A and continued their discussion on this project. All were in agreement that the project should take place on second shift to be the least disruptive to county workers. Mattson suggested a larger retainer, possibly 25%, be held in the event we go over budget.

Freber reported on the JCI Measurement and Verification plan that we were involved with for the past three years. He shared that it was a larger savings than anticipated and we exceeded our goal.

The HVAC computer software system is down. The software is no longer supported. We are considering purchasing the Metasys program being used in some of our other buildings. This would give us a universal program and allow us the opportunity to make some changes in the design of the current system used in this building.

A survey was conducted on the roofs of our downtown buildings. The Administration Building Roof is in poor condition and is in the 2016 Budget Plan. The other buildings needing repair will be placed in the 2019/2020 Budget Plan. In the 2015 Budget there will be money designated for roof repairs

The parking lot at the Administration Building is in need of repair. This project would also include the Receiving area of this building. The City of Juneau will be contacted as this project moves forward.

### **Henry Dodge Office Building**

Freber mapped the locations of the 13 existing light fixtures in the parking lot of the CBRF for the committee to see. It was suggested by Jim Mielke to eliminate 2 of those fixtures. Replacement would then be for 11 fixtures being switched to LED to match the adjoining parking lot. The cost would be approximately \$1907 each. They were not a budget item but the committee feels it is a necessity. Focus on Energy will be contacted for rebates on this energy update.

The air conditioning unit needs replacing and is being included in the 2015 budget for \$375,000.

Lead Mechanic Randy Machkovitz retired on September 5<sup>th</sup>. His position has been filled by John Siedschlag who was promoted from second shift.

The cemetery on Highway 26 was discussed. There is a need for headstones to be replaced. Ideas were shared on how this might be handled and what changes could be made to make it easier to keep up the grounds at this site. This will be discussed more at a later date.

#### **Jail**

Freber discussed the replacement of the Water Heaters at the Jail facility. He will be researching different water heaters to determine what best fits our needs. The committee discussed the project and the impact it would have on resolving other plumbing issues.

The cement pad has been laid for the Air Conditioning Unit along with improvements to the water flow in that area. The highway department will be delivering the unit to its site. The unit will be hooked up next year.

The dishwasher at the Detention Facility is scheduled to be replaced in 2016/17. The floor underneath will be replaced at that time. Currently the floor surrounding the dishwasher is being replaced. Additional sections will be replaced in the future.

#### **2015 Budget**

Discussion took place on the costly projects and their importance in needing to be addressed in 2015.

The next meeting is scheduled for Wednesday, October 1, 2014 at 8:30 a.m. in Room G46 of the Henry Dodge Office Building.

**Adjournment:** There being no further business to come before this committee, a motion was made by Nickel and seconded by Schmidt to adjourn the meeting at 10:42 a.m. Motion carried.

Respectfully submitted,

  
Dennis Schmidt, Secretary

Disclaimer: The above minutes may be approved, amended or corrected at the next committee meeting.